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Delinquency Case Plan – July 1, 2008 Implementation
Frequently Asked Questions
Updated July 25, 2008

- 1) Does the parent have to sign these? Where do they sign?

Yes, the parent/guardian/custodian should sign the Case Plan under “I.”
Acknowledgement/Agreement of all Parties. If the parent is not available to sign, the Probation Officer or their supervisor should sign on behalf of the parent.

- 2) Does probation prepare Delinquency Case Plans for all youth in placement or only those placed after July 1, 2008?

Probation should prepare a Delinquency Case Plan for all youth placed in DCS paid placements after July 1, 2008. As review hearings occur, if youth remain in placement, a Delinquency Case Plan should be prepared at that time.

- 3) Does Probation need to complete these case plans if only services are being recommended (no placement)?

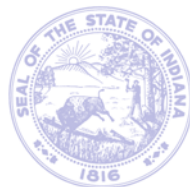
No, at this time, DCS only requires the Delinquency Case Plans for those youth that are placed. Probation Staff should consult further with the Court to make sure all requested Court procedures are being followed.

- 4) How long do I need to wait before placing the child awaiting DCS concurrence?

At this time, concurrence of DCS is not needed for the placement. Additional requirements will be put into effect on January 1, 2009.

- 5) Do I need to send a copy of the Delinquency Case Plan to the Local Office Director?

No, at this time, the procedure indicates that the Case Plan is to be sent to DCS Central Office. It is not necessary to send a copy of this plan to the local office, unless it is required by that local office. A copy of all case plans should be maintained in the child/youth's case record.



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- 6) Do we still need to complete IV-E eligibility information for local offices including a Case Plan?

Yes, IV-E eligibility information should still be completed for youth who are placed. Please provide requested additional paperwork to the local office if they require it (this may include a copy of the Case Plan). A copy of all of the eligibility information including verifications should be maintained in the child/youth's case record.

- 7) What about youth receiving Independent Living Services? Do we still complete the IL Case Plan?

The Delinquency Case Plan includes all of the elements required for IL services for those youth that are placed. If the youth is not placed, but still receiving IL voluntary services, then the IL case plan should be completed per established procedures.

- 8) Do we need permission from Director Payne for Out of State placements at this time?

No, the statutory provision for this permission takes effect January 1, 2009.

- 9) Do we do a new Delinquency Case Plan if we move a youth from one DCS paid placement to another?

Yes, a new case plan would need to be completed.

- 10) Under Section E; Rehabilitative Services Recommended – does that mean financial participation by the parent or services related to counseling etc.?

This section refers to programs such as counseling, parenting classes etc. that the parents have been recommended or ordered to complete.

- 11) Do we need to send a copy of the Pre-disposition Report to DCS Central Office with the Delinquency Case Plan?

No, at this time it is not necessary unless your local office requires it. There may be related additional requirements as of January 1, 2009.

- 12) Is there a minimum number of days that the youth needs to be in placement before a Delinquency Case Plan is required?

There is no “minimum” number of days required. If the youth spends time in a DCS paid placement, a Delinquency Case Plan needs to be completed.

- 13) What does the “date of Child’s First Placement” mean on the Case Plan?

This is the first day the delinquent youth is in a DCS paid placement under the current cause number. This would not be a detention setting.

- 14) When do I need to obtain the required court order language so a placed can potentially be IV-E eligible?

When the child is first removed from their home regardless of the placement setting (detention or DCS foster care paid placement), it is critical to obtain the required court language documenting Reasonable Efforts to prevent removal and Contrary to the Welfare of the child / in the child's best interest to be removed from the home and placement and care. If not obtained at the point of removing the child from the home, the child cannot be IV-E eligible.

- 15) Is it sufficient to obtain the required court order language while the child remains in their own home?

No, to be IV-E eligible, the required language must be obtained when the child is actually removed from their home. Court order language obtained prior to that date would not be considered.

- 16) What role does the Local Coordinating Committee play in this process?

This procedure does not impact the LCC.